

**WENHAM COUNCIL ON AGING  
BOARD MEETING MINUTES  
FEBRUARY 14, 2006**

**Attending:**

Board Members: Jack Hauck, Mary Kelly, Luci Lynch, Barbara Morrell, Kit Richardson, Jane Richardson and Merle Welsh

Associate Members: Roseann Brozenske, Marion D'Ambrosio, Nancy Spofford and John Suminsby

COA Director/Van /Supervisor Trudy Reid

Chairman Hauck called the meeting to order at 2:00 P,M. In his opening remarks he informed the Board that during recent meetings with the the Finance Committee he was asked about a Five Year Plan for the COA. He feels that this is a question we should begin to address. Where are we going? What are our goals? Now that we finally have a Friends Group up and running, it is time to set out a year-by-year plan for the future. He requested members to give some thought to volunteering for service on a Long Range Planning Committee for the COA. Anyone interested should contact him before the next meeting.

Minutes of the Meeting of January 10, 2006, were accepted as submitted.

**Committee Reports:**

Budget: The Director and the Chairman have met with the Budget Committee and concluded that since the major portion of our budget has already been expended, (and the year is only half over), several cost saving steps may be necessary. First, they recommend that only two Newsletters be sent between now and the end of the year--one for March/April and one for May/June. Even tho these letters are an extremely important communication with seniors, they are very costly to print and mail. Acting on a motion made by Merle Welsh; seconded by Jane Richardson, the Board **VOTED** unanimously to make this change. The second recommendation is to increase the price of the Pops tickets by \$10, this could go toward the cost of the bus. During the discussion that followed the motion, it was suggested that the price be rounded off at \$50. The vote was tabled while the Director made a phone call to get an updated price for the bus.

\*\*\*During the interim the meeting moved on to the report on trips.

TRIPS: Jane reported that she has 53 people signed up for the Foxwoods trip on February 27th. The Victorian Tea at the Wenham Tea House has been set up for April 20th, and the Pops Concert scheduled for May 17th, at 8:00 P.M. Also planned is a Lighthouse Cruise for Saturday, June 10th at \$76/pp. This is a 5 hour ceuse, which includes a box lunch with a choice of menu. June 22nd is the date for a trip to a Lynn Spirit Baseball game, (time to be announced later), and July 16th set for the annual Ice Cream social. Finally, September 5,6 &7 is scheduled date for the trip to Nantucket.

\*\*\*\*Returning back the question of the Pops ticket cost change, The Director received a phone quote of \$507 for the bus. In order to cover this cost, the original motion was amended to request a ticket price of \$51 /pp. The Board **VOTED** unanimously to approve this increase. The third and final recommendation of the Budget Committee was to charge \$10 for the Victorian Tea. In the past this has always been a free event .. After some discussion, it was agreed to **TABLE** action on this item until Jane has had a chance to discuss the matter with the Tea House to see if they could possibly offer a lower priced tea service. Jane will report back to the Board at the March meeting.

**FRIENDS:** Mary Kelly distributed a Time Line showing the progress and plans for the Friends of the Wenham COA for the year, ending with a Fall Kite Flying Day. (Attached) She noted that they plan to make a presentation to the Board of Selectmen on Tuesday, Feb. 21st, and urged Bd Members to attend as a show of support. The Chairman expressed the Boards appreciation for their efforts.

**STATE GRANT:** In order to discuss this issue before Mary Kelly had to leave, the Director advanced this portion of her upcoming report by stating they have put together an application for a State Grant to offer a Health Wellness Clinic one day a week for two hours, with services provided by an outside agency. This would include, blood pressure checks, medication monitoring, health concerns for the elderly, physician referral, nutrition advice and weight control. This might be done on Wednesday mornings from 10:30-12:30 possibly followed by a box lunch, as a lead-in to the social afternoons. They are requesting \$3,100. Monies would go toward the cost of the RN/PN, printing supplies and equipment and would cover expenses through 6/30/06. (It may be possible for the Friends to support this later). The Grant application must be submitted by Feb.17th. On a motion made by Merle Welsh, seconded by Kit Richardson, the Board **VOTED** Unanimously to approve this request.

**VAN:** The Director reported that they continue to have a full schedule most days. In 2005 we saw an increase of 40% in clients and 50% in calls. If the Board is interested, she hopes to work up van statistics, using the same format as John Marks, in the coming months. She noted that since January there have been five new clients. The Director and the Chairman have met with the FinCom on the 2007 Van budget, feel the meetings went very well.

**ARTWORK:** Kit Richardson reported that although the Director had mentioned someone from the newspaper was interested in interviewing the Committee, no one has contacted her to date. The present paintings on exhibit are due to come down at the end of this month, and a friend of Doris Suminsby will be showing her work during March and April. Art teachers from the school have expressed interest in showing some of the local student art, but the need to have them framed may be a problem. Kit also announced that the Disclaimer Form signed by those exhibiting pictures, has been amended to accept work from North Shore residents, instead of being restricted to Wenham residents.

The Chairman remarked that members of the Finance Committee (meeting in this building) had commented favorably on this further improvement to the building.

**PROGRAMS:** In the absence of Chairman Dick Eddy, Roseann Borzenske distributed a calendar of scheduled COA Activities; Fund Raising Activities and Activities Still Under

Study. She noted that the Computer Class is set to start up on February 28th at the Library, from 9:00-10:00, for a 4 week period. (This is before regular Library opening hours), The Senior Movie Marinee program is all set to begin once the Library has installed shades in the meeting room. No dates have been scheduled, as yet, for the Fund Raising Activities

DIRECTOR: \**Coffees*- On Friday February 18th, Herb Cheeseman will present tax options for seniors. After the presentation Trudy will follow-up with information for the next newsletter. On March 4th she hopes to have Susan Turnbull, a Wenham resident who has written a book on Ethical Wills. This is a written story of your life to be handed down as history. She will bring copies of her book to sell after her presentation, but will not "push" them. On March 18th Debra Schwendiman of Senior Care will speak on Alzheimer/Dementia Concerns. In response to her request for ideas for future topics, it was suggested someone to discuss the Articles on the May Town Meeting Warrant, or other Town related issues which are always well received. \**Grants* - Trudy reported that both the grants requested from the 1st Church have been awarded. The Grant for the COA Web Site for \$250 will make it possible to get the site up and running. She has met with Bill Nichols of Wenham who has helped to set up many web sites throughout the Town. Bill usually charges \$19.95 a month to host a site, but will give us a 25% non-profit discount. The site will be designed so that the Director will be able to make updates, add pictures and a calendar. He will also include a computerized van schedule (protected by password) which would permit Trudy to make updates from home. He can also link us back to the Town's and Police Dept web sites, if we wish. Once he has received the Board's OK, it will take him 3-4 days to design. After some work with Trudy to complete, the site could be up and running in about 2 weeks. On a motion made by Kit Richardsin, seconded by Merle Welsh, the Board **VOTED** unanimously to approve this action. \**Newsletters*- In the month of January 585 copies were mailed. The cost of postage has increased for bulk mailings. She stated she is still contacting other printers to try to get a lower price. The High School has not replied to her e-mail request for a quote. \**TRIAD*.- To date no one has requested the use of an emergency cell phone. She plans to ask the TRIAD Council if these could be offered in the summer, for seniors travelling by car on vacation, As previously noted, the TRIAD Grant requested from the 1st Church to finance the Yellow Dot program, was also awarded. They hope to begin offering these on Town Meeting Day, May 6th. She has requested the use of a table set up between 8:00 and Noon, and will work with local youth groups for assistance. Trudy stated she is discouraged with the lack of support on the Council. Only 5 seniors presently participate. Meetings are only one hour a month, and maybe 2-4 hours when a new program is presented. She also said that the TRIAD questionnaires have been slow in being returned.

#### **Old Business:**

##### **Treasurer:**

The Chairman stated that he is still hoping for a volunteer to fill the position of Treasurer who would serve as Chairman of the Budget Committee. Anyone interested should give him a call. New Members: The Chairman again urged members to invite new people to attend and assist with COA programs.

**New Business:**

**Wish List:**

The Chairman announced that the Friends have asked for a list of items the Board might like to have. He has put together an A - Z Wish List as follows:

Assistants for Director	Magazine subscriptions
Bingo equipment & number display	Microphone system
Cabinets with glass door for books & DVDs	Newspaper subscriptions
Card tables	Notebook computer for Director
Comcast service	Outreach supplies
Drop cloths for art classes	Past members plaque
DVD Projector	Pool table
Easels for art classes	Program /events support
Easy chairs	Picture Hanging equipment
End Tables	Quiet screens
First Aid supplies	Router system for computers
Game Boards	Senior Program/Service Brochure
Handiman shop equipment	TV with TiVo
Imitation Plants and planters	Umbrellas
Jute Box	Vacuum Cleaner
Kitchen supplies	COA Building sign
Laminator	Window blinds
Large print books	Xerox service
	Yard furniture

**Five Year Program:** The Chairman repeated his request for volunteers to serve on a Long Range Planning Committee for COA. Anyone interested should contact him.

**Joint Efforts with Hamilton:** Chairman Hauck reported that in response to a question from the Fin Com, he informed them he has had NO indication that Hamilton is at all interested in working together.

The meeting was adjourned at 3:35 P.M.

Next Meeting - **March 14, 2006**

Lucille Lynch

Secretary

## **FRIENDS OF THE WENHAM COUNCIL ON AGING**

January, 2006	Filed Articles of Incorporation with the Commonwealth of Massachusetts.
January , 2006	Received confirmation of registration/approval with the Commonwealth of Massachusetts
February 1, 2006	Receipt of \$500 Donation for start-up costs from Wenham resident wishing to remain anonymous
February 3, 2006	Opened Friends of the Wenham Council on Aging Checking account at Beverly National Bank
February 21, 2006	Presentation to the Wenham Board of Selectmen 7:30 PM Buker School – All Welcome!
February 28, 2006	8:30-9:30 AM – meeting of the Board of Directors of the Friends of the Wenham Council on Aging – Senior Center office, 4 School Street
March 24, 2006	7:30 AM – Presentation to the Wenham Rotary Club Hamilton/Wenham Community Center
May Town Meeting/Voting -	Table with information on the formation of The Friends of WCOA with Fact Sheet and Membership Forms
May 1-30	Solicitation Visits to Wenham Businesses
June 3, 2006	9:30-10:30 AM – Coffee for Wenham Seniors
June 1-15, 2006	Solicitation letters to Wenham residents/businesses
June 17, 2006	Yard Sale/Bake Sale. 9 AM-Noon Location to be advised ⇄ All volunteer assistance welcome!
July 1, 2006	First fiscal year for Friends of the Wenham Council on Aging begins - July 1-June 30
Fall, 2006	Kite Flying Day – community event!